

**Town of Exeter, New Hampshire
Position Description**

Position Title: **Firefighter/ Advanced EMT**

Department: Fire # 407

Reports To: Lieutenant

Date: September 2001

GENERAL SUMMARY:

Under the direction of the Lieutenant, responsible for containing, suppressing, and extinguishing fires, rescuing individuals from life threatening situations, and administering life support services to injured persons, including the transport of the sick and injured to medical facilities. Performs assigned duties in accordance with established policies and procedures.

ESSENTIAL JOB FUNCTIONS*:

- Responds to alarms to extinguish fires and protect life and property; drives department vehicles to the scene of emergencies; lays fire hoses and directs streams of water/chemicals into fire; positions and climbs ladders to gain access to burning buildings; ventilates burning buildings; participates in site control at emergency scenes; assists in cleaning and returning department vehicles to fire station.
- Provides emergency medical care as an Advanced Emergency Medical Technician. Operates emergency medical equipment during the transport of victims, relaying pertinent information to the hospital and performing required medical tasks as appropriate or directed.
- Conducts examinations of victims to determine the extent of illness or injury; documents patient's vital signs, and records all care and services rendered.
- Performs educational and public relation activities including speaking to schools and civic groups.
- Performs routine maintenance of building, grounds, fire and rescue apparatus, equipment, vehicles, and tools; notes and reports safety problems to supervisors.
- Maintains current knowledge of profession through continuous training and drills in fire science, emergency medical services, hazardous materials, and rescue skills.
- Performs inspections of residential and business locations and assists other agencies, as needed.

OTHER DUTIES AND RESPONSIBILITIES:

- Assists in fire investigations.
- Promotes and maintains responsive community relations.
- Performs other related duties as assigned.

PREPARATION, KNOWLEDGE, SKILLS & ABILITIES:

Duties require knowledge of fire fighting and emergency response equivalent to completion of a high school diploma plus advanced courses from a two year college or technical school and one to three years of related experience, or equivalent combination of education and experience. Must be certified by the National Registry as an Advanced Emergency Medical Technician and must possess State or national certification as a Firefighter II. Must possess a valid New Hampshire CDL-B with air brake certification and tank endorsement. Hazardous Materials and Mat and Pump Operator Certification recommended.

PREPARATION, KNOWLEDGE, SKILLS & ABILITIES (continued):

Knowledge of the Town including target hazards, streets and highways and water supply.

Knowledge of modern fire fighting and rescue principles, practices, and procedures.

Knowledge of modern emergency medical procedures.

Ability to read and comprehend all department regulations, policies, procedures, and follow written instructions.

Ability to analyze emergency situations, to adopt effective courses of action according to department procedures, and to perform effectively in stressful situations.

Ability to perform basic mechanical and maintenance work on department equipment, vehicles, and facilities.

Ability to communicate effectively both verbally and in writing; to establish positive public relations for the Town and department.

SUPERVISORY RESPONSIBILITY:

May periodically supervise new probationary firefighters and part-time call company personnel.

WORKING CONDITIONS/PHYSICAL DEMANDS:

Regular periods spent in non-office environments including emergency incident scenes and rescue operation locations.

Exposure to possible infectious and communicable diseases and other biological hazards requiring exercise of appropriate safety and universal precautions.

Regular lifting and carrying of fire equipment and medical supplies; regular ambulatory assistance to patients requiring appropriate use of body mechanics.

Periods of standing, walking, carrying tools, climbing ladders, and hauling hose.

May use computer keyboards requiring eye-hand coordination and finger dexterity.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.

***External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, and/or NFPA 1582, must be able to perform the essential job functions (as listed in NFPA 1582 Chapter 5 – 5.1.1)..**